



**NORTHEAST TECH**

**2020-2021**

**Full-Time Course Catalog**



# NORTHEAST TECH



**Afton**

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(918) 257-8324



**Claremore**

1901 N. Highway 88, Claremore, OK 74017  
(918) 342-8066



**Kansas**

450 N. Highway 59, Kansas, OK 74347  
(918) 868-3535



**Pryor**

6195 W. Highway 20, Pryor, OK 74361  
(918) 825-5555

**[www.netech.edu](http://www.netech.edu)**

## *Preparing Individuals for Successful Careers*

There will be no discrimination in any Northeast Tech Campus facilities because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. Inquiries concerning application of this policy may be referred to: Northeast Tech; ATTN: Assistant Superintendent/Chief of Staff; P.O. Box 487; Pryor OK 74362-0487; (918) 825-7040; derek.beller@netech.edu.





# ***NORTHEAST TECH***

## **2020-2021**

# **Full-Time Course Catalog**

Northeast Tech provides quality career and technical education to the residents of Mayes, Craig, Rogers, Ottawa, and Delaware counties, as well as parts of Cherokee, Nowata, and Wagoner counties. Northeast Tech's campuses are located in Afton, Kansas, Pryor and Claremore. Through its full-time daytime classes, short-term evening classes, and its Business and Industry Services and training, Northeast Tech serves well over 25,000 patrons per year.

It is the goal of Northeast Tech to serve the patrons of District #11 as fully as possible. For more information on any program offered, please contact any of the campuses. Contact information can be found on the inside front cover of this catalog. For more information on Northeast Tech's graduation rates and other important consumer information, please visit the district's website at [www.netech.edu](http://www.netech.edu).

## CAMPUS FULL-TIME COURSE OFFERINGS

Each Northeast Tech campus has a unique set of course offerings. See the table of contents below for which programs are offered at the campus you are interested in attending.

"Full-Time Length" listed for each program does not apply to high school students attending half-day sessions. For further clarification regarding this course catalog, please contact your high school counselor or a Student Advisor at the Northeast Tech Campus near you.

## TABLE OF CONTENTS

Student Resources . . . . .	5-6
Full-Time Course Descriptions . . . . .	7-8
Student Organizations . . . . .	21
College Fairs . . . . .	40

### Afton Campus Programs . . . . . 9-26

Auto Collision Repair . . . . .	10
Automotive Service Technology . . . . .	11
Construction Trades . . . . .	12
Cosmetology . . . . .	13
Culinary Arts . . . . .	14
Diesel & Heavy Equipment . . . . .	15
Electrical Technology . . . . .	16
Foundations of Hospitality . . . . .	17
Health Careers . . . . .	18-19
Marine Service Technology . . . . .	20
Practical Nursing . . . . .	22
STEM Academy . . . . .	23
Visual Communications . . . . .	24-25
Welding & Metal Fabrication . . . . .	26

### Claremore Campus Programs . . . . . 27-33

CNC Machining . . . . .	28
Education Accelerated by Service and Technology (EAST) . . . . .	29
Health Careers . . . . .	30
Low Voltage Technology . . . . .	31
Practical Nursing . . . . .	32
Pre-Engineering . . . . .	33

### Kansas Campus Programs . . . . . 34-44

Automotive Service Technology . . . . .	35
Cosmetology . . . . .	36
Electrical Technology . . . . .	37
Health Careers . . . . .	38-39
Practical Nursing . . . . .	40
Visual Communications . . . . .	42-43
Welding & Metal Fabrication . . . . .	44

### Pryor Campus Programs . . . . . 46-62

Auto Collision Repair . . . . .	46
Automotive Service Technology . . . . .	47
Cosmetology . . . . .	48
Culinary Arts . . . . .	49
Diesel & Heavy Equipment . . . . .	50
Electrical Lineman Training . . . . .	51
Electrical Technology . . . . .	52
Foundations of Construction . . . . .	53
Health Careers . . . . .	54-55
Practical Nursing . . . . .	56
Teacher Prep . . . . .	57
Visual Communications . . . . .	58-59
Welding & Metal Fabrication . . . . .	60

Admission Application . . . . .	61
13th Year Tuition Waiver Application . . . . .	63
Academic Calendar . . . . .	67

## TUITION & FEES

High school students attend Northeast Tech tuition free. However, costs for books, supplies, etc., may still apply. Selected career major must be 600+ hours to be eligible for financial aid, such as a Pell grant. You cannot combine two majors to achieve this total. Check with campus financial aid to confirm class financial aid availability.

The tuition for in-district and out-of-district adults is as follows (does not include required books, fees, licenses/certifications):

	Price per Semester	Price Per Year
Full-Time In-District:	\$1000	\$2,000
Full-Time Out-of-District:	\$2,000	\$4,000
Electrical Lineman In-District Total Cost:		\$5,900
Electrical Lineman Out-of-District Total Cost:		\$8,300
Practical Nursing (PN) In-District Total Cost:		\$5,800
Practical Nursing (PN) Out-of-District Total Cost:		\$8,200

Adult students are also responsible for a \$75 per semester supply fee. Other fees may apply depending on program and campus.

## RESOURCES & SCHOLARSHIPS

**Free Application for Federal Student Aid (FAFSA)** - The FAFSA can be obtained at any of Northeast Tech's campuses, or you can complete the application online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). For more information, there is a financial aid office at each campus.

**13th Year Tuition Waiver** - High school seniors may apply for a tuition waiver for the school year following their graduation. Qualifying students will need to pay a supply fee of \$75 per semester. Additionally, some programs require students to purchase books. Complete the application found at [www.netech.edu](http://www.netech.edu) and submit it to Student Services at your Northeast Tech campus for consideration.

**Northeast Tech Foundation Scholarship** - This scholarship is also available to both high school and adult students. Complete the application found at [www.netech.edu](http://www.netech.edu) and submit it to Student Services at your Northeast Tech campus for consideration.

## COLLEGE CREDIT

In some cases, technical training at Northeast Tech can be connected to an Associate in Applied Science degree. Upon completing 12 credit hours at a higher education institution, provide a Northeast Tech transcript and certifications to college advisor to be reviewed for possible college credit at a reduced cost. College credit hours granted vary depending on participating colleges and Northeast Tech program. Contact your Northeast Tech Student Advisor for more information on how you can get a head start on college while attending Northeast Tech.

## CLASS TIMES

High school students may attend Northeast Tech Monday through Friday in either the morning session, which runs from 8:30 a.m. to 11:30 a.m., or the afternoon session, which runs from 12:30 p.m. to 3:30 p.m. Adults may attend either or both sessions.

## ENROLLMENT PROCEDURES

Registration for full-time classes begins in January for the following fall term. To enroll, high school students simply complete an application and return it to Northeast Tech or their home school. Adult students can complete an application online at [www.netech.edu](http://www.netech.edu) or in person at any of Northeast Tech's four campuses.

## MATH COURSES

Northeast Tech offers one core math class that students may take for high school credit: Algebra 2. This allows students who need this course to obtain enough core math credits for graduation from their home high school to still be able to attend Northeast Tech.

## STUDENT RECORDS & PLACEMENT

Comprehensive and up-to-date records will be kept on each student. These records are kept in order to assist the staff in job placement and to accurately answer inquiries from prospective employers. Assistance will be given to all qualified students toward job placement. This service does not assure employment, but through the Northeast Tech job placement office many students will be placed. Unqualified students will not be recommended to industry. Also, Northeast Tech offers placement services to students after completion.

## ACADEMIC RESOURCE CENTER

Each Northeast Tech campus has an Academic Resource Center (ARC) to assist students in advancing their skills. The ARC offers many computer programs and personalized instruction designed to enable the student to attain entry-level basic skills or to advance in a chosen field of expertise. Pre-testing identifies strengths and areas of need. Through self-paced, customized programs, the ARC provides assistance in math, science, reading, language, basic competencies, computer education, pre-employment and work maturity skills, resume writing, mock interviewing, portfolio building, job application procedures and personal finance.

Students develop a plan of study for their future and have the opportunity to test for career-related certifications. Visits to the ARC are a scheduled part of the coursework at Northeast Tech. The ARC is also available in the evening for industry and community use. Various programs can be adapted for employees to use in the job setting. Rates and scheduling information may be obtained by calling Northeast Tech.

## STUDENT ORGANIZATIONS

Learning a skill is just half the formula for success in the workplace. Becoming a leader in your occupation, your place of work, or both, completes the formula. To help our students excel in all aspects of their job experience, we offer memberships in four national student organizations. Not only do these organizations allow their members to hold office, they also teach teamwork skills, leadership skills and problem-solving skills through on-campus and community service projects and participation in local, district, state and national skill contests. The student organization you can join depends on the program in which you enroll.

**Business Professionals of America (BPA)** - Open to students enrolled in business and computer courses.

**HOSA (Health Occupations Students of America)** - Open to students enrolled in health care courses.

**SkillsUSA** - Open to students enrolled in trade and industrial courses.

In addition to these vocation-based student organizations, Northeast Tech students may also earn recognition as a member of the **National Technical Honor Society (NTHS)** if they meet certain GPA requirements.

## ADULT TRAINING & EDUCATION

Each semester Northeast Tech offers a variety of adult day and evening classes. In addition to adult classes at the four campuses, some training is also available at the Business & Industry Services office in Pryor. If you are looking for specific career training at a quick pace, professional education or just pursuing a special interest, Northeast Tech can assist you with your training needs. Contact a campus near you or visit the Northeast Tech website at [www.netech.edu](http://www.netech.edu).

### Adult Education Coordinators

Mike Reece - Afton Campus (918) 257-8324

Mike Seifried - Kansas Campus (918) 868-3535

Sara Stephens - Claremore Campus (918) 342-8066

Willie Ng - Pryor Campus (918) 825-5555

## ON-THE-JOB TRAINING

On-the-job training (OJT) is a privilege gained by students who satisfactorily complete academic coursework and develop the expected skill level necessary to enter the workforce. The job must be related to the training received in the Northeast Tech program. The instructor will work with the student's employer to develop a training program and proper expectations for the student's job duties and performance. Students receive academic credit for their OJT, and details of their job performance will be communicated to the student's instructor at Northeast Tech. Before the student is eligible for OJT, he or she must meet all Northeast Tech attendance requirements and must have a "C" or better in all Northeast Tech courses during the OJT grading period. An OJT agreement will be completed and signed by all parties prior to the student starting the training. All documents must be turned in prior to starting OJT. Students that do not comply with the agreement will have their OJT privileges withdrawn. A copy of the policies and procedures for OJT are available from the student advisor at each campus. Adult students receiving VA benefits will no longer receive their benefits once they start OJT.

## ***AUTOMOTIVE COLLISION REPAIR TECHNOLOGY***

The auto collision repair specialist is a skilled craftsman who uses technical artistry to reconstruct automobile bodies that are damaged through accident or corrosion. Career opportunities include body man, painter, body shop foreman, dealership service manager, custom repair and painting specialist, and industrial auto assembly technician, among others. Northeast Tech is proud to be an I-CAR Certified Training Facility.

## ***AUTOMOTIVE SERVICE TECHNOLOGY***

As technology advances and motor vehicles become more complex, the training needed to service them must keep pace. This performance-based program combines classroom study with practical hands-on training to help the student acquire the skills needed to pursue a career as a general or specialty mechanic, an operator of a service station or parts store, a service adviser, or fleet superintendent, among other jobs.

## ***CNC MACHINING***

CNC Machining is the use of computer-based software tools that assist engineers and machinists in manufacturing or prototyping product components. This makes it possible to manufacture physical models using computer-aided design (CAD) programs. CNC Machining creates real-life versions of components designed within a software package. Traditionally, CAM has been considered a numerical control (NC) programming tool wherein three-dimensional (3-D) models of components generated in CAD software are used to generate CNC code to drive numerically controlled machine tools. CNC Machining functions have expanded to integrate the skill more fully with CAD/CAM/CAE PLM solutions.

## ***CONSTRUCTION TRADES***

This program, only available at the Afton Campus, combines classroom instruction with hands-on training to enable graduates to work in either residential or commercial construction. Topics include framing, roofing, siding, trim work, cabinet making and blueprint reading. As part of the training, students build a complete house from the foundation up during this two-year program. The house is then available for sale at auction.

## ***COSMETOLOGY***

The professional field of cosmetology prepares students to become licensed cosmetologists who provide treatments and services that help customers enhance their personal appearance. Students receive classroom instruction and hands-on training in all areas of hair, nails, esthetics, customer service and shop management. These majors require Oklahoma State Board of Cosmetology registration upon enrollment at Northeast Tech. The Oklahoma State Board of Cosmetology requires a student to be at least 16 years old before they can enroll in a cosmetology class. A copy of the birth certificate and a 2X3 face photo is required for registration.

## ***CULINARY ARTS***

Restaurants, hotels, hospitals, schools, fast food operations, caterers, cafeterias and many other businesses employ food service workers. This career training teaches every phase of modern commercial food preparation and service, and gives students the knowledge of how to prepare and serve meals for both casual dining and upscale events.

## ***DIESEL & HEAVY EQUIPMENT REPAIR***

Diesel technicians are responsible for the maintenance and repair of engines widely used in the transportation industry to power locomotives, trucks, buses and automobiles. Diesel engines are also commonly used in agriculture, the oil patch, logging, mining and construction industries. This career pathway includes diagnosis and repair of diesel engine systems, suspension and steering systems, brake systems, electrical and electronic systems, drive train systems, heating and air conditioning systems and preventative maintenance inspection.

## ***EDUCATION ACCELERATED BY SERVICE & TECHNOLOGY (EAST)***

EAST focuses on student-driven service projects accomplished using teamwork and cutting-edge technology. EAST classrooms are equipped with state-of-the-art workstations, servers, software and accessories, including GPS/GIS mapping tools, app design and video game design, 3-D animation suites, virtual reality development, graphic design software, video editing and production equipment, and much more. Students identify problems in their local communities and then use these tools to develop solutions, collaborating with civic and / or other groups in the process. For more information on the EAST Initiative, visit [www.EASTInitiative.org](http://www.EASTInitiative.org).

## ***ELECTRICAL LINEMAN TRAINING***

This 12-month program meets from 8am - 4pm, Monday through Friday, and consists of a combination of classroom coursework and hands-on training. It will prepare students for the high-paying, in-demand job of an electrical lineman. All students must be 18 or older before they begin their coursework. Job placement assistance is available to those who successfully complete the program.

## ***ELECTRICAL TECHNOLOGY***

In this program, students learn the skills necessary to work as an apprentice electrician, electrician's helper, maintenance technician, or electrical equipment technician, among others. This career training program combines hands-on training and classroom instruction in the area of residential and industrial electricity. The field PLC's, as they relate to the electrical industry, will also be explored.



## FOUNDATIONS OF CONSTRUCTION

Foundations of Construction will introduce high school juniors and seniors to the skills required to enter the building maintenance occupation. Topics include the basics of construction, plumbing, electrical, masonry, custodial and safety practices.

## FOUNDATIONS OF HOSPITALITY

In an effort to help 10th, 11th & 12th graders become self-reliant and employable, this career training program is designed to meet the vocational needs of its students. Students in this program are given individualized instruction where possible and are allowed to progress at their own pace.

## HEALTH CAREERS

The Health Science field is one of the fastest-growing areas of career opportunities today. In this program, students acquire skills necessary to make them a vital part of a health care team, such as nurse assistant, lab assistant, home health care provider, dietary aide, pharmacy assistant or veterinary assistant. Areas of training offered vary by campus.

## LOW VOLTAGE TECHNOLOGY

This one-year program, offered at our Claremore Campus will help students learn and recognize codes in low voltage and fiber optic applications. Those who successfully complete will be able to install, maintain, and troubleshoot various electronic control systems, such as fire and security alarms.

## MARINE SERVICE TECHNOLOGY

This career training program, only available at the Afton Campus, provides students with the basic skills and competencies to repair boats that industry requires in an entry-level service technician as well as preparing students for the certification courses offered by the engine and boat manufacturers.

## PRACTICAL NURSING

This adults-only program is offered in the individualized option format at our Claremore, Pryor and Kansas campuses, which is structured to allow completion within 15 months. The Afton campus offers Practical Nursing in a traditional format, completing in 12 months. Students progress through nursing theory courses, skills labs, a variety of clinical rotations and utilized simulated learning technology to master concepts. Evaluations include, but are not limited to, tests, written assignments, presentations, return skills demonstrations, projects, concept maps and clinical performance.

## PRE-ENGINEERING

This is a satellite program offered at Claremore High School, but open to all Rogers County students. Supported by the State's Science Technology Engineering Mathematics (STEM) and Project Lead the Way programs, the Pre-Engineering classroom is a place where students use the latest design software, advanced materials and cutting-edge equipment to complete project-based assignments and learn not only how things work, but how they might make them work better.

## STEM ACADEMY

This two-year academy is offered at Northeast Tech's Afton Campus. It is supported by the State's Science Technology Engineering Mathematics (STEM) and Project Lead the Way programs and students use the latest design software, advanced materials and cutting-edge equipment to complete project-based assignments and learn not only how things work, but how they might make them work better.

## TEACHER PREP

This one-year, college-prep program, offered at our Pryor Campus, is intended to help those interested in the teaching profession earn a Teacher's Assistant Certification and gain classroom experience via internship. Enrollment priority is given to high school seniors.

## VISUAL COMMUNICATIONS

These career training programs are open to high school juniors, seniors, and adults interested in digital technology fields, and vary by campus. Students will have a choice of business management and administration, multimedia, video production, accounting and financial services, graphic design, video game design, web design, video production, animation courses and more. Check with your Northeast Tech campus to see which areas of training it offers.

## WELDING & METAL FABRICATION

Individuals who are skilled in welding will find career opportunities in several occupational areas. In this program, students learn the skills necessary to get a good-paying job in the industrial, construction or agricultural fields. The Welding Certification Test will be given on campus to qualifying students as part of the course curriculum.





# ***NORTHEAST TECH***

## **AFTON OFFERINGS**

Automotive Collision Repair Technology

Automotive Service Technology

Construction Trades

Cosmetology

Culinary Arts

Diesel & Heavy Equipment Repair

Electrical Technology

Foundations of Hospitality

Health Careers

Marine Service Technology

Practical Nursing (Adults Only)

STEM Academy

Visual Communications

Welding & Metal Fabrication

"Full-Time Length" listed for each program does not apply to high school students attending half-day sessions. For further clarification regarding this course catalog, please contact your high school counselor or a Student Advisor at the Northeast Tech Campus near you.

# AUTOMOTIVE COLLISION REPAIR TECHNOLOGY

CAREER MAJORS		Combination Collision Repair Technician	Structural Repair Technician	Combination Collision Repair Technician Assistant	Body Mechanical / Electrical Technician
COURSES	HRS				
Auto Collision Air Conditioning & Cooling	45				X
Auto Collision Aluminum Welding	30		X		
Auto Collision Cutting & Heating Processes	15		X		
Auto Collision Damage Analysis	75	X	X	X	
Auto Collision Electrical/Electronics	60				X
Auto Collision Mechanical Systems	75				X
Auto Collision MIG (GMAW) Welding	105	X	X	X	
Auto Collision Non-Structural Metal Straightening/Repair	90	X	X	X	
Auto Collision Plastic Component Repair and Replacement	60	X		X	
Auto Collision Restraint Systems	30				X
Auto Collision Squeeze-Type Resistance Spot Welding (STRSW)	15		X		
Auto Collision Steering & Suspension	45		X		X
Auto Collision Structural Component Replacement & Sectioning	90		X		
Auto Collision Structural Repair	105	X	X		
Auto Collision Trim and Hardware	30	X	X		
Auto Collision Written Estimating	30	X		X	
Automotive Body Panel Adjustment and Alignment	45	X	X		
Automotive Detailing	60	X		X	
Automotive Glass Replacement	60	X	X		
Introduction to Collision Repair Technology	45	X	X	X	X
Refinish Application	120	X			
Refinish Blending and Painting Defects	45	X			
Refinish Color Adjustment	75	X			
Refinish Preparation	105	X		X	
Workforce Staging	30	X	X	X	X
TOTAL HOURS		1080	780	600	330
FULL TIME LENGTH		9 months	7 months	5-6 months	3 months

# AUTOMOTIVE SERVICE TECHNOLOGY

CAREER MAJORS		Automotive Service Technician	Automotive Preventive Maintenance Technician	Automotive Maintenance & Light Repair
COURSES	HRS			
APMT Automotive Systems Fundamentals	60		X	
APMT Courtesy Technician	15		X	
APMT Customer Service	30		X	
APMT Greeter and Service Writer	30		X	
APMT Hood Technician	30		X	
APMT Lube Technician	60		X	
APMT Preventive Maintenance Introduction and Safety	45		X	
APMT Products & Services	15		X	
APMT Roles & Responsibilities of Fast Lube Technicians	30		X	
APMT Tire Technician	30		X	
Automotive Automatic Transmission Introduction I	15	X		X
Automotive Brakes Introduction I	30	X		X
Automotive Brakes Fundamentals II	60	X		X
Automotive Brakes Advanced III	30	X		
Automotive Electrical / Electronics Introduction I	45	X	X	X
Automotive Electrical / Electronics Fundamentals II	90	X		X
Automotive Electrical / Electronics Advanced III	105	X		
Automotive Engine Performance Introduction	45	X		X
Automotive Engine Performance Fundamentals II	105	X		
Automotive Engine Performance Advanced III	105	X		
Automotive Engine Repair Introduction I	15	X	X	X
Automotive Heating & Air Conditioning Introduction I	15	X		X
Automotive Heating and Air Conditioning Fundamentals II	30	X		X
Automotive Manual Drive Train and Axle Introduction I	15	X	X	X
Automotive Service Detailing for Delivery	30		X	
Automotive Steering and Suspension Introduction I	15	X	X	X
Automotive Steering and Suspension Fundamentals II	75	X		X
Automotive Steering and Suspension Advanced III	45	X		
Introduction to Automotive Service	45	X	X	X
Introduction to Preventive Maintenance	15		X	
Service Careers Engine Systems	150		X	
Workforce Staging	30	X	X	X
TOTAL HOURS		915	705	525
FULL TIME LENGTH		8 months	6 months	5 months

# CONSTRUCTION TRADES

CAREER MAJORS		Residential Carpentry	Lead Carpenter	Frame Carpenter
COURSES	HRS			
Advanced Cabinet Construction	45	X		
Advanced Floor Systems	45		X	
Advanced Roof Systems	45		X	
Advanced Stair Systems	45		X	
Advanced Wall Systems	45		X	
Basic Cabinet Construction	60	X		
Basic Finishing Techniques	15	X		
Becoming a Crew Leader	15		X	
Building Materials, Fasteners and Adhesives	15	X		
Cabinet Design/Planning & Estimating	30	X		
Cabinet Installation	30	X	X	
Concrete and Reinforcing Materials	15			X
Construction Core	120	X	X	X
Countertops & Laminate Construction	30	X		
Drywall Finishing	45	X	X	
Drywall Installation	45	X	X	X
Exterior Finishing	45	X		X
Floor Systems	30	X		X
Fundamentals of Cabinetmaking	30	X		
General Construction Safety and First Aid	30	X		
Installation of Interior Doors	15	X	X	
Interior Doors and Trim	30	X		
Introduction to Carpentry	30			X
Introduction to Windows and Exterior Doors	15			X
Light Equipment in Construction	15		X	
Metal Building Concepts	15		X	
Metal Stud Framing	45	X	X	X
Plan Reading and Elevations	30	X		
Residential Exterior Trim & Roof	60	X	X	X
Residential Plans & Drawing Interpretation	15			
Roof Framing	30	X		X
Roofing Applications	60	X	X	X
Site Layout One - Distance Measurement and Leveling	30		X	
Stairs	15	X	X	X
Suspended Ceilings	30		X	
Thermal & Moisture Protection	15	X	X	X
Wall and Ceiling Framing	60	X	X	X
Windows and Exterior Doors	30	X		
Windows, Doors, Floors & Ceiling Trim	30	X	X	
Workforce Connection	120		X	
Workforce Staging	30	X		X
TOTAL HOURS		1020	945	615
FULL TIME LENGTH		9-10 months	8-9 months	5-6 months



## COSMETOLOGY (HIGH SCHOOL & ADULT)

CAREER MAJORS	Cosmetologist - High School	Cosmetologist - Adult
COURSES	HRS	
Basic Cosmetology: Related/High School Subjects	500	N/A
Basic Facials	30	30
Basic Manicure/Pedicure	60	90
Customer Service Shop Management	100	180
Hair Coloring	90	120
Hair Texture Chemical Restructuring	180	240
Haircutting	120	180
Hairstyling	180	390
Introduction to Cosmetology	150	150
Lash & Brow Tinting & Arching	30	30
Scalp Treatments	30	30
Shampoo/Conditioning/Rinses	30	60
<b>TOTAL HOURS</b> <b>FULL TIME LENGTH</b>	<b>1500</b> <b>2 years</b>	<b>1500</b> <b>12-13 months</b>

## COSMETOLOGY (MASTER)

CAREER MAJORS	Practicing Master Instructor	Master Instructor
COURSES	HRS	
Course Outline and Development	165	330
Introduction to Teaching	60	120
Law, Beauty School Management and Record Keeping	45	90
Orientation and Review of Cosmetology Curriculum	30	60
Practice Teaching in the Classroom and Clinic	125	250
Teaching and Assisting in the Classroom and Clinic	75	150
<b>TOTAL HOURS</b> <b>FULL TIME LENGTH</b>	<b>500</b> <b>5 months</b>	<b>1000</b> <b>8-9 months</b>

# CULINARY ARTS

CAREER MAJORS		Food Service Management Assistant	Restaurant Cook
COURSES	HRS		
Basic Nutrition	30	X	
Breakfast Foods	30	X	
Culinary Arts Internship I	200	X	X
Culinary Basic Skills	150	X	X
Desserts	60	X	
Fruits and Vegetables	30	X	X
Grains, Legumes and Pasta	20	X	X
Hospitality Business Management	60	X	
International Cuisines	65	X	
Introduction to Garde Manger	50	X	
Meat and Poultry	50	X	
Menus	20	X	
Restaurant Communication	30	X	X
Restaurant Management	40	X	X
Stocks, Soups, and Sauces	90	X	X
Working in a Restaurant	40	X	X
Yeast Breads, Rolls, and Pastries	85	X	
TOTAL HOURS		1050	600
FULL TIME LENGTH		9 months	5-6 months

# DIESEL & HEAVY EQUIPMENT REPAIR

CAREER MAJORS		Medium/Heavy Diesel Service Technician	Medium/Heavy Diesel Preventative Maintenance Technician	Medium/Heavy Diesel Truck Engine Technician
COURSES	HRS			
Diesel Electricity Advanced	45	X		X
Diesel Electricity Fundamentals	135	X		X
Diesel Electricity Introduction	60	X		
Diesel Engine Specialization	165	X		X
Diesel Engine Systems	45	X		X
Introduction and Orientation to Diesel Technology	30	X		X
Medium/Heavy Diesel Truck Drive Train	105	X		
Medium/Heavy Diesel Truck Heating and Air Conditioning Introduction	45	X		
Medium/Heavy Diesel Truck Heating and Air Conditioning Advanced	45	X		
Medium/Heavy Diesel Truck Hydraulics	105		X	
Medium/Heavy Truck Brakes	105	X		
Medium/Heavy Truck Steering & Suspension	105	X		
Preventive Maintenance Inspection	60	X	X	X
Preventive Maintenance Service	75	X	X	
Workforce Connection	120		X	
Workforce Induction	240		X	
Workforce Staging	30	X		X
TOTAL HOURS		1050	600	510
FULL TIME LENGTH		8 months	6 months	5 months

# ELECTRICAL TECHNOLOGY

CAREER MAJORS		Residential & Commercial Electrical Technician	Residential/Commercial/ Industrial Electrician	Entry Level Electrical Technician's Assistant
COURSES	HRS			
Commercial Wiring Methods	131	X	X	
Electrical Circuits	131	X	X	X
Electrical Drawings	131	X	X	X
Electrical Services & Conduits	132	X	X	X
Industrial Motors & Controls	131		X	
Industrial Programmable Logic Controllers & Robotics	132		X	
Motors & Controls	131	X		
National Electrical Code in Construction	120			
Programmable Logic Controllers & Robotics	132	X		
Safety & Introduction to Commercial Electrical Methods	131	X	X	
Safety & Introduction to Residential Electrical Methods	131	X	X	X
<b>TOTAL HOURS</b>		<b>1050</b>	<b>1050</b>	<b>525</b>
<b>FULL TIME LENGTH</b>		<b>9 months</b>	<b>9 months</b>	<b>5 months</b>



# FOUNDATIONS OF HOSPITALITY

CAREER MAJORS		Floriculture Design Assistant	Culinary Arts Management Assistant	Culinary Arts Assistant
COURSES	HRS			
Basic Techniques and Styles	105	X		
Beyond the Basics	105	X		
Floral Industry	30	X		
Flowers and Foliage	75	X		
Independent Living Skills	108	X		X
Sympathy Flowers	75	X		
Theory and Design	300	X		
Wedding Flowers	180	X		
Workforce Staging	30	X		
Culinary Advanced Skills	120		X	X
Culinary Arts Worksite Learning	300		X	
FACS Ed Capstone	120			X
Culinary Basic Skills	120		X	X
Dining Room Management	120		X	X
Hospitality Business Management	60		X	
Introduction to Hospitality and Tourism	60		X	X
Leadership and Management	60		X	
TOTAL HOURS		1008	840	648
FULL TIME LENGTH		9 months	7 months	5-6 months

## HEALTH CAREERS

CAREER MAJORS		Rehabilitative Services Aide	Nursing Assistant (Pre-Nursing)	Phlebotomist	Restorative Aide
COURSES	HRS				
Anatomy and Physiology	120	X	X	X	X
Capstone I	120		X		X
Clerical Skills & Duties	15			X	
Concepts of Nursing	40		X		
Core Healthcare Provider CPR and First Aid	15	X	X	X	X
Core Medical Terminology	45	X	X	X	X
Diagnostic Procedures for the Veterinary Assistant	15				
Essentials of Physical Therapy Professions	60				
Health Careers Core Curriculum (TC)	225	X	X	X	X
Home Health Care Nursing Assistant	16	X	X		
Internship for Veterinary Assistant	60				
Introduction to Fundamentals of Nursing	70		X		
Large and Small Animal Care	15				
Large and Small Animal Medicine	15				
Long Term Care Aide	91	X	X		X
Occupational Therapy Aide	180	X			
Orientation to the Pharmacy Technician Career	15				
Pharmaceutical Terminology	15				
Pharmacology	45		X		
Pharmacology for PhT	75				
Pharmacy Laws and Ethics	15				
Phlebotomy Practicum	120			X	
Phlebotomy Specimen Collection & Processing	120			X	
Physical Therapy Aide	180	X			
Physical Therapy Aide Mentorship	60				
Principles of Pharmacology for the Veterinary Assistant	15				
Restorative Care Aide	60	X			X
Routine Duties in a Veterinary Clinic	30				
Safety, Legal Issues & Quality Control	15			X	
Surgical Procedures for the Veterinary Assistant	30				
Therapeutic Modalities for the Physical Therapy Aide	30				
Therapeutic Rehabilitation for the Physical Therapy Aide	30				
Veterinary Office Management Procedures	15				
TOTAL HOURS		932	787	675	676
FULL TIME LENGTH		9 months	6 months	5-6 months	5-6 months

# HEALTH CAREERS (CONTINUED)

Long Term Care Aide (CNA)	Physical Therapy Aide	Veterinary Assistant	Pharmacy Clerk	CAREER MAJORS	
				HRS	COURSES
X	X	X	X	120	Anatomy and Physiology
X	X			120	Capstone I
				15	Clerical Skills & Duties
				40	Concepts of Nursing
X	X	X	X	15	Core Healthcare Provider CPR and First Aid
X	X	X	X	45	Core Medical Terminology
		X		15	Diagnostic Procedures for the Veterinary Assistant
	X			60	Essentials of Physical Therapy Professions
X	X	X	X	225	Health Careers Core Curriculum (TC)
X				16	Home Health Care Nursing Assistant
		X		60	Internship for Veterinary Assistant
				70	Introduction to Fundamentals of Nursing
		X		15	Large and Small Animal Care
		X		15	Large and Small Animal Medicine
X				91	Long Term Care Aide
				180	Occupational Therapy Aide
			X	15	Orientation to the Pharmacy Technician Career
			X	15	Pharmaceutical Terminology
				45	Pharmacology
			X	75	Pharmacology for PhT
			X	15	Pharmacy Laws and Ethics
				120	Phlebotomy Practicum
				120	Phlebotomy Specimen Collection & Processing
				180	Physical Therapy Aide
	X			60	Physical Therapy Aide Mentorship
		X		15	Principles of Pharmacology for the Veterinary Assistant
				60	Restorative Care Aide
		X		30	Routine Duties in a Veterinary Clinic
				15	Safety, Legal Issues & Quality Control
		X		30	Surgical Procedures for the Veterinary Assistant
	X			30	Therapeutic Modalities for the Physical Therapy Aide
	X			30	Therapeutic Rehabilitation for the Physical Therapy Aide
		X		15	Veterinary Office Management Procedures
632 5-6 months	705 6 months	600 5-6 months	525 5 months	TOTAL HOURS FULL TIME LENGTH	

# MARINE SERVICE TECHNOLOGY

CAREER MAJORS		Marine Repair Technician	Marine Repair Technician Apprentice	Marine Service - Entry Level
COURSES	HRS			
Marine Boat Rigging and Engine Installation	30	X	X	
Marine Boat Rigging and Engine Installation - Entry Level	15			X
Marine Electrical Systems	240	X		
Marine Electrical Systems - Apprentice	74		X	
Marine Electrical Systems - Entry Level	120			X
Marine Engine Mechanical	90	X		
Marine Engine Mechanical - Apprentice	65		X	
Marine Engine Mechanical - Entry Level	45			X
Marine Fuel Systems	120	X		
Marine Fuel Systems - Apprentice	55		X	
Marine Fuel Systems - Entry Level	60			X
Marine Lower Units	120	X		
Marine Lower Units - Apprentice	46		X	
Marine Lower Units - Entry Level	60			X
Marine Orientation	60	X	X	
Marine Orientation - Entry Level	30			X
Marine Power Trim and Hydraulics	30	X		
Marine Power Trim and Hydraulics - Entry Level	15			X
Marine Service Literature	60	X	X	
Marine Service Literature - Entry Level	30			X
Marine Service Tools and Products	60	X	X	
Marine Service Tools and Products - Entry Level	30			X
Marine Winterizing and Extended Storage	60	X	X	
Marine Winterizing and Extended Storage - Entry Level	30			X
Safety in the Marine Shop and Program Orientation	60	X	X	
Safety in the Marine Shop and Program Orientation - Entry Level	30			X
Workforce Staging	30	X	X	X
TOTAL HOURS		960	600	495
FULL TIME LENGTH		9 months	5-6 months	4-5 months



# GET INVOLVED!

*Practice your skills and make a difference while taking classes at*



**NORTHEAST TECH**

At Northeast Tech, we believe that the best way to learn, is to do! And that's why all of our students have an opportunity for hands-on competition in their focused career area, even while undergoing training.

We have local chapters of several national student organizations. In addition to state and national competitions, participation in student organizations offers opportunities to participate in community service events and develop friendships with students with similar interests.

The organization a student is eligible to participate in depends on what program they enroll in, but there is something for everyone! For more information, contact your instructor, student advisor or visit [www.netech.edu](http://www.netech.edu).



# PRACTICAL NURSING

CAREER MAJOR	Licensed Practical Nurse (All Campuses)
COURSES	HRS
Anatomy and Physiology	120
Concepts of Nursing	40
Core Medical Terminology	45
Fundamentals of Nursing	160
Long Term Care Assistant	91
Clinical I - Basic Nursing	80
Medical Surgical Nursing I	75
Pharmacology and Intravenous Therapy Skills	50
Clinical II - Medical Surgical Nursing (Part 1)	192
Medical Surgical Nursing II	75
Clinical III - Medical Surgical Nursing (Part 2)	192
Maternal Newborn Nursing	40
Pediatric Nursing	40
Clinical IV - Maternal / Newborn, Pediatric, and Mental Health	88
Mental Health Nursing	40
Transition to Practice	15
Clinical V - Role Transition	120
<b>TOTAL HOURS: 1463</b>	

## Notice to Practical Nursing Applicants

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The Northeast Tech Practical Nursing Program is approved by the Oklahoma Board of Nursing. Graduates of this state-approved program are eligible to apply to write the National Council Licensure Examination (NCLEX) for practical nurses. Applicants for Oklahoma licensure must meet all state and federal requirements to hold an Oklahoma license to practice nursing. In addition to completing a state-approved nursing education program that meets educational requirements and successfully passing the licensure examination, requirements include submission of an application for licensure, a criminal history records search, and evidence of citizenship or qualified alien status. Applicants for practical nurse licensure must also hold a high school diploma or a graduate equivalency degree (G.E.D.) [59 O.S. §567.5 & 567.6]. To be granted a license, an applicant must have the legal right to be in the United States (United States Code Chapter 8, Section 1621). In addition, Oklahoma law only allows a license to be issued to U.S. citizens, U.S. nationals, and legal permanent resident aliens. Other qualified aliens may be issued a temporary license that is valid until the expiration of their visa status, or if there is no expiration date, for one year. Applicants who are qualified aliens must present to the Board office, in person, valid documentary evidence of:

1. a valid, unexpired immigrant or non-immigrant visa status for admission into the United States;
2. a pending or approved application for asylum in the United States;
3. admission into the United States in refugee status;
4. a pending or approved application for temporary protected status in the United States;
5. approved deferred action status; or
6. a pending application for adjustment of status to legal permanent resident status or conditional resident status.

The Board has the right to deny a license to an individual with a history of criminal background, disciplinary action on another health-related license or certification, or judicial declaration of mental incompetence [59 O.S. §567.8]. These cases are considered on an individual basis at the time application for licensure is made, with the exception of felony convictions. An individual with a felony conviction cannot apply for licensure for at least five years after completion of all sentencing terms, including probation and suspended sentences, unless a presidential or gubernatorial pardon is received [59 O.S. §567.5 & 567.6].

CAREER MAJORS		Intro to Pre-Engineering	Engineering by Design	Engineering by Design Advanced	Pre-Engineering
COURSES	HRS				
Advanced Technology for Design Production	120			X	
Aerospace Engineering <i>OK Promise - Science</i>	120		X	X	X
Engineering Design and Development (Elective)	120				X
Foundations of Technology	120		X		
Introduction to Engineering Design <i>OK Promise - Computer</i>	120	X	X	X	X
Principles of Engineering <i>OK Promise - Computer</i>	120	X	X	X	X
STEM Capstone	120		X	X	
Technology and Society	120		X		
Pre-Calculus (AP Calculus AB) <i>OK Promise - Math</i>	120	X		X	X
AP Calculus AB (AP Calculus BC) <i>OK Promise - Math</i>	120			X	X
AP Physics I <i>OK Promise - Science</i>	120	X		X	X
AP Physics C: Mechanics <i>OK Promise - Science</i>	120				X
<b>TOTAL HOURS</b>		<b>480</b>	<b>720</b>	<b>960</b>	<b>960</b>
<b>FULL TIME LENGTH</b>		<b>5 months</b>	<b>7 months</b>	<b>9 months</b>	<b>9 months</b>

# VISUAL COMMUNICATIONS

CAREER MAJORS		Web Designer (Entry Level)	Web Designer	Video Game Designer	Video Production Assistant	Video Technician	Animator
COURSES	HRS						
2D Animation Techniques	120			X			
3D Animation	120						
3D Modeling and Rigging Techniques	120			X			
Accounting I	120						
Administrative Technologies II <i>OK Promise Approved Courses</i>	120						
Advanced Design Techniques <i>OK Promise Approved Courses</i>	120						
Advanced Digital Video Tools & Techniques	120					X	
Advanced Effects for Motion Graphics	90						
Audio Production	90					X	
Broadcast Production	120					X	
Career Major Capstone: Advanced Capstone utilized for 2nd Career Major <i>OK Promise Approved Courses</i>	120	X	X	X	X	X	X
Computerized Accounting <i>OK Promise Approved Courses</i>	120						
Customer Assistance	120						
Design Tools & Electronic Marketing Strategies <i>OK Promise Approved Courses</i>	120						
Desktop Publishing & Graphic Design <i>OK Promise Approved Courses</i>	120						
Digital Editing & Production Photography	120		X		X		
Digital Media Production	120				X	X	
Fundamentals of 3D Motion Graphics	120			X			
Fundamentals of Administrative Technologies <i>OK Promise Approved Courses</i>	120						
Fundamentals of Technology <i>OK Promise Approved Courses</i>	120	X	X	X	X	X	X
Fundamentals of Video Game Design	90			X			
Fundamentals of Web Design <i>OK Promise Approved Courses</i>	120	X	X				
Layout Design Techniques	120	X	X	X			X
Multimedia & Image Management Techniques <i>OK Promise Approved Courses</i>	120	X	X	X	X	X	X
Non-Linear Digital Editing	120					X	
Non-Linear Digital Production	120					X	
Office Administration & Management <i>OK Promise Approved Courses</i>	120						
Principles of Animation	120			X			X
Server Operating Systems <i>OK Promise Approved Courses</i>	120						
Web Authoring Tools	120		X				
Web Scripting Foundations <i>OK Promise Approved Courses</i>	120		X				
<b>TOTAL HOURS</b>		<b>600</b>	<b>960</b>	<b>1050</b>	<b>600</b>	<b>1050</b>	<b>600</b>
<b>FULL TIME LENGTH</b>		<b>4-5 months</b>	<b>8 months</b>	<b>9 months</b>	<b>4-5 months</b>	<b>9 months</b>	<b>4-5 months</b>



# VISUAL COMMUNICATIONS (CONTINUED)

Graphic Design Specialist	Desktop Publisher / Graphic Designer	Motion Graphics Artist	Admin. Assistant	Executive Admin. Assistant	Office Information Specialist	CAREER MAJORS	
						HRS	COURSES
		X				120	2D Animation Techniques
		X				120	3D Animation
						120	3D Modeling and Rigging Techniques
				X		120	Accounting I
			X	X	X	120	Administrative Technologies II <i>OK Promise Approved Courses</i>
X						120	Advanced Design Techniques <i>OK Promise Approved Courses</i>
						120	Advanced Digital Video Tools & Techniques
		X				90	Advanced Effects for Motion Graphics
						90	Audio Production
						120	Broadcast Production
X	X	X	X	X	X	120	Career Major Capstone: Advanced Capstone utilized for 2nd Career Major <i>OK Promise Approved Courses</i>
				X		120	Computerized Accounting <i>OK Promise Approved Courses</i>
X				X		120	Customer Assistance
		X				120	Design Tools & Electronic Marketing Strategies <i>OK Promise Approved Courses</i>
X	X				X	120	Desktop Publishing & Graphic Design <i>OK Promise Approved Courses</i>
X	X					120	Digital Editing & Production Photography
						120	Digital Media Production
		X				120	Fundamentals of 3D Motion Graphics
			X	X	X	120	Fundamentals of Administrative Technologies <i>OK Promise Approved Courses</i>
X	X	X	X	X	X	120	Fundamentals of Technology <i>OK Promise Approved Courses</i>
						90	Fundamentals of Video Game Design
						120	Fundamentals of Web Design <i>OK Promise Approved Courses</i>
X					X	120	Layout Design Techniques
X	X	X			X	120	Multimedia & Image Management Techniques <i>OK Promise Approved Courses</i>
						120	Non-Linear Digital Editing
						120	Non-Linear Digital Production
			X	X	X	120	Office Administration & Management <i>OK Promise Approved Courses</i>
		X				120	Principles of Animation
						120	Server Operating Systems <i>OK Promise Approved Courses</i>
						120	Web Authoring Tools
						120	Web Scripting Foundations <i>OK Promise Approved Courses</i>
960 8 months	600 4-5 months	1050 9 months	600 4-5 months	960 8 months	960 8 months	TOTAL HOURS FULL TIME LENGTH	

# WELDING & METAL FABRICATION

CAREER MAJORS		Industrial Metal Fabricator	Multi Process Pipe and Structural Welder	Multi Process Structural Welder
COURSES	HRS			
FCAW Pipe & Plate	131	X		
FCAW Pipe, SMAW Stainless Steel Groove and Pipe Welds	131		X	
GMAW Aluminum Plate & GTAW Stainless Steel Pipe	132		X	
GMAW Pipe, GTAW Pipe and FCAW Plate	131		X	
GTAW Plate	131	X		
Introduction to Welding & Cutting Processes	131	X	X	X
Metallurgy and Production Metal Work	131	X		
SMAW Beads & Fillet Welds	131	X	X	X
SMAW Open Root Pipe and GTAW Plate	131		X	
SMAW Plate, GMAW Plate & Air Carbon Cutting Processes	132	X	X	X
Welding Blueprints & SMAW Plate	131	X	X	X
Workforce Connection	132	X		
TOTAL HOURS		1050	1050	525
FULL TIME LENGTH		9 months	9 months	5 months



# ***NORTHEAST TECH***

## **CLAREMORE OFFERINGS**

**CNC Machining**

**EAST** (Education Accelerated by Service and Technology)

**Health Careers**

**Low Voltage Technology**

**Practical Nursing** (Adults Only)

**Pre-Engineering**

"Full-Time Length" listed for each program does not apply to high school students attending half-day sessions. For further clarification regarding this course catalog, please contact your high school counselor or a Student Advisor at the Northeast Tech Campus near you.

## CNC MACHINING

CAREER MAJORS		CNC Manufacturing Technician	CNC Machinist Assistant	Advanced CNC Technician
COURSES	HRS			
Advanced CNC Operations	90			X
Advanced CNC Programming	150			X
Advanced CNC Setup	105			X
Advanced Machine Tool Theory	75			X
CNC Lathe Operations	90	X		
CNC Milling Operations	90	X		
CNC Milling Production Applications	90	X		
CNC Production Applications	30	X		
CNC Setup	105			X
Computer Numerical Control Operations	60	X	X	
Computer Numerical Control Programming	60	X		
Computer-Aided Machining	120	X		
Engine Lathe Operations	75	X	X	
Fundamentals of Manufacturing	45	X	X	
Introduction to Quality Control	60	X	X	
Machine Tool Theory	45	X	X	
Metal Preparation for Processing	45	X	X	
Milling Operations	75	X	X	
Orientation to Machining	30		X	
Precision Grinding	45	X	X	
Precision Measurement	45	X	X	
Print Reading for Machining	45	X	X	
Workforce Staging	30	X	X	
TOTAL HOURS		1050	600	525
FULL TIME LENGTH		10 months	5-6 months	5 months

CAREER MAJOR	Project Manager
COURSES	HRS
<b>Fundamentals of Technology</b> <i>OK Promise Approved Courses</i>	120
<b>Multimedia &amp; Image Management Techniques</b> <i>OK Promise Approved Courses</i>	120
<b>Fundamentals of Project Management</b>	120
<b>Business Communications</b>	120
<b>Advanced Project Management</b>	120
<b>Career Major Capstone</b>	120
<b>TOTAL HOURS</b>	<b>720</b>
<b>FULL TIME LENGTH</b>	<b>7 months</b>



# HEALTH CAREERS

CAREER MAJORS		Long Term Care Aide (Certified Nurse Aide)	Student Athletic Training Aide	Veterinary Assistant	Medication Administration Technician (Foundations to Health Careers)
COURSES	HRS				
Anatomy and Physiology	120	X	X	X	X
Capstone I	120	X			
Core Healthcare Provider CPR and First Aid	15	X	X	X	X
Core Medical Terminology	45	X	X	X	X
Diagnostic Procedures for the Veterinary Assistant	15			X	
Essentials of Athletic Training Profession	60		X		
Health Careers Core Curriculum (TC)	225	X	X	X	X
Home Health Care Nursing Assistant	16	X			
Internship for Veterinary Assistant	60			X	
Large and Small Animal Care	15			X	
Large and Small Animal Medicine	15			X	
Long Term Care Aide	91	X			
Medication Administration Technician	16				X
Principles of Pharmacology for the Veterinary Assistant	15			X	
Routine Duties in a Veterinary Clinic	30			X	
Student Athletic Training Aide Mentorship	60		X		
Surgical Procedures for the Veterinary Assistant	30			X	
Therapeutic Modalities for the Student Athletic Training Aide	30		X		
Therapeutic Rehabilitation for the Student Athletic Training Aide	30		X		
Veterinary Office Management Procedures	15			X	
TOTAL HOURS		632	585	600	421
FULL TIME LENGTH		4-5 months	5-6 months	5-6 months	3-4 months

# LOW VOLTAGE TECHNOLOGY

CAREER MAJORS	Low Voltage Technology
COURSES	HRS
Access Control Systems	60
Alternating Current Circuits in Construction	60
Direct Current Circuits in Construction	60
Electrical Power and Hand Tools and Equip in Construction	10
Electrical Schematic & Blueprint Reading in Construction	20
Fire Alarm Installation	60
National Electrical Code Low Voltage	20
OSHA 10 in Construction and Safety	15
Residential & Commercial Wiring Systems	20
Security Systems Installation	60
Telcom and Network Cabling	60
Workforce Staging	30
Network and Routing Fundamentals (OHLAP-Routing and Switching I)	30
Soldering for Electronics Technicians	20
<b>TOTAL HOURS:</b>	<b>525</b>
<b>FULL TIME LENGTH:</b>	<b>1 year</b>

# PRACTICAL NURSING

CAREER MAJOR	Licensed Practical Nurse (All Campuses)
COURSES	HRS
Anatomy and Physiology	120
Concepts of Nursing	40
Core Medical Terminology	45
Fundamentals of Nursing	160
Long Term Care Assistant	91
Clinical I - Basic Nursing	80
Medical Surgical Nursing I	75
Pharmacology and Intravenous Therapy Skills	50
Clinical II - Medical Surgical Nursing (Part 1)	192
Medical Surgical Nursing II	75
Clinical III - Medical Surgical Nursing (Part 2)	192
Maternal Newborn Nursing	40
Pediatric Nursing	40
Clinical IV - Maternal / Newborn, Pediatric, and Mental Health	88
Mental Health Nursing	40
Transition to Practice	15
Clinical V - Role Transition	120
TOTAL HOURS: 1463	

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5. approved deferred action status; or
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CAREER MAJORS		Pre-Engineering	Foundations of Engineering
COURSES	HRS		
Engineering Design and Development	120	X	
Introduction to Engineering Design <i>OK Promise - Computer</i>	120	X	X
Principles of Engineering <i>OK Promise - Computer</i>	120	X	X
Choose ONE of the three following course options:		X	
Aerospace Engineering	120		
Civil Engineering and Architecture	120		
Digital Electronics <i>OK Promise - Math</i>	120		
Choose TWO of the following math course options:		X	
Algebra II	120		
Math Analysis	120		
Honors Trigonometry	120		
Trigonometry	120		
Pre-Calculus	120		
Pre-AP Calculus	120		
AP Calculus AB	120		
AP Statistics	120		
Choose TWO of the following science course options:		X	
Pre-AP Physics	120		
Honors Physics	120		
AP Physics B	120		
Chemistry	120		
Honors Chemistry	120		
Pre-AP Chemistry	120		
AP Chemistry	120		
TOTAL HOURS FULL TIME LENGTH		960 9 months	240 4 months



***NORTHEAST TECH***

**KANSAS**  
**OFFERINGS**

Automotive Service Technology

Cosmetology

Electrical Technology

Practical Nursing (Adults Only)

Health Careers

Visual Communications

Welding & Metal Fabrication

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# AUTOMOTIVE SERVICE TECHNOLOGY

CAREER MAJORS		Automotive Service Technician	Automotive Maintenance & Light Repair
COURSES	HRS		
Automotive Automatic Transmission Introduction I	15	X	X
Automotive Brakes Introduction I	30	X	X
Automotive Brakes Fundamentals II	60	X	X
Automotive Brakes Advanced III	30	X	
Automotive Electrical / Electronics Introduction I	45	X	X
Automotive Electrical / Electronics Fundamentals II	90	X	X
Automotive Electrical / Electronics Advanced III	105	X	
Automotive Engine Performance Introduction	45	X	X
Automotive Engine Performance Fundamentals II	105	X	
Automotive Engine Performance Advanced III	105	X	
Automotive Engine Repair Introduction I	15	X	X
Automotive Heating & Air Conditioning Introduction I	15	X	X
Automotive Heating and Air Conditioning Fundamentals II	30	X	X
Automotive Manual Drive Train and Axle Introduction I	15	X	X
Automotive Steering and Suspension Introduction I	15	X	X
Automotive Steering and Suspension Fundamentals II	75	X	X
Automotive Steering and Suspension Advanced III	45	X	
Introduction to Automotive Service	45	X	X
Workforce Staging	30	X	X
TOTAL HOURS		915	525
FULL TIME LENGTH		8 months	5 months

## COSMETOLOGY (HIGH SCHOOL & ADULT)

CAREER MAJORS	Cosmetologist - High School	Cosmetologist - Adult
COURSES	HRS	
Basic Cosmetology: Related/High School Subjects	500	N/A
Basic Facials	30	30
Basic Manicure/Pedicure	60	90
Customer Service Shop Management	100	180
Hair Coloring	90	120
Hair Texture Chemical Restructuring	180	240
Haircutting	120	180
Hairstyling	180	390
Introduction to Cosmetology	150	150
Lash & Brow Tinting & Arching	30	30
Scalp Treatments	30	30
Shampoo/Conditioning/Rinses	30	60
<b>TOTAL HOURS</b>	<b>1500</b>	<b>1500</b>
<b>FULL TIME LENGTH</b>	<b>2 years</b>	<b>12-13 months</b>

## COSMETOLOGY (MASTER)

CAREER MAJORS	Practicing Master Instructor	Master Instructor
COURSES	HRS	
Course Outline and Development	165	330
Introduction to Teaching	60	120
Law, Beauty School Management and Record Keeping	45	90
Orientation and Review of Cosmetology Curriculum	30	60
Practice Teaching in the Classroom and Clinic	125	250
Teaching and Assisting in the Classroom and Clinic	75	150
<b>TOTAL HOURS</b>	<b>500</b>	<b>1000</b>
<b>FULL TIME LENGTH</b>	<b>5 months</b>	<b>8-9 months</b>



# ELECTRICAL TECHNOLOGY

CAREER MAJORS		Electrical Technician in Construction	Electrical Technician in Construction, Industry & Manufacturing	Electrical Technician in Industry & Manufacturing
COURSES	HRS			
Electricity in Construction Applications	132	X	X	
Electricity in Construction Introduction	131	X	X	
Electricity in Construction Wiring Methods I	131	X	X	
Electricity in Construction Wiring Methods 2	131	X	X	
Electricity in Industry & Manufacturing Applications	132		X	X
Electricity in Industry & Manufacturing Introduction	131		X	X
Electricity in Industry & Manufacturing Wiring Methods I	131		X	X
Electricity in Industry & Manufacturing Wiring Methods 2	131		X	X
Workforce Connection	75	X		X
<b>TOTAL HOURS</b>		<b>600</b>	<b>1050</b>	<b>600</b>
<b>FULL TIME LENGTH</b>		<b>6 months</b>	<b>9 months</b>	<b>6 months</b>

## HEALTH CAREERS

CAREER MAJORS		Nursing Assistant (Pre-Nursing)	Long Term Care Aide (Certified Nurse Aide)	Pharmacy Technician	Radiology Aide (HS students only)
COURSES	HRS				
Anatomy and Physiology	120	X	X	X	X
Capstone I	120	X	X	X	
Clerical Skills and Duties	15				
Clinical Practice for the Radiology Aide	120				X
Concepts of Nursing	40	X			
Core Healthcare Provider CPR and First Aid	15	X	X	X	X
Core Medical Terminology	45	X	X	X	X
Essentials of Athletic Training Profession	60				
Health Careers Core Curriculum (TC)	225	X	X	X	X
Home Health Care Nursing Assistant	16	X	X		
Imaging Equipment, Processing and PACS	60				X
Introduction to Fundamentals of Nursing	70	X			
Introduction to Radiologic Science	15				X
Long Term Care Aide	91	X	X		
Medication Administration Technician	16				
Orientation to the Pharmacy Technician Career	15			X	
Patient Care for the Radiology Aide	90				X
Pharmaceutical Terminology	15			X	
Pharmacological Calculations	60			X	
Pharmacology	45	X			
Pharmacology for PhT	75			X	
Pharmacy Laws and Ethics	15			X	
Pharmacy Technician Certification Preparation	30			X	
Pharmacy Technician Internship	60			X	
Phlebotomy Practicum	120				
Phlebotomy Specimen Collection & Processing	120				
Professional Skills in the Pharmacy	15			X	
Radiation Protection for the Aide	15				X
Retail Pharmacy Operations	30			X	
Safety, Legal Issues & Quality Control	15				
Student Athletic Training Aide Mentorship	60				
Therapeutic Modalities for the Student Athletic Training Aide	30				
Therapeutic Rehabilitation for the Student Athletic Training Aide	30				
TOTAL HOURS		787	632	840	705
FULL TIME LENGTH		6 months	4-5 months	7-8 months	6 months

# HEALTH CAREERS (CONTINUED)

Phlebotomist	Medication Administration Technician (Foundations to Health Careers)	Student Athletic Training Aide	CAREER MAJORS	
			HRS	COURSES
X	X	X	120	Anatomy and Physiology
			120	Capstone I
X			15	Clerical Skills and Duties
			120	Clinical Practice for the Radiology Aide
			40	Concepts of Nursing
X	X	X	15	Core Healthcare Provider CPR and First Aid
X	X	X	45	Core Medical Terminology
		X	60	Essentials of Athletic Training Profession
X	X	X	225	Health Careers Core Curriculum (TC)
			16	Home Health Care Nursing Assistant
			60	Imaging Equipment, Processing and PACS
			70	Introduction to Fundamentals of Nursing
			15	Introduction to Radiologic Science
			91	Long Term Care Aide
	X		16	Medication Administration Technician
			15	Orientation to the Pharmacy Technician Career
			90	Patient Care for the Radiology Aide
			15	Pharmaceutical Terminology
			60	Pharmacological Calculations
			45	Pharmacology
			75	Pharmacology for PhT
			15	Pharmacy Laws and Ethics
			30	Pharmacy Technician Certification Preparation
			60	Pharmacy Technician Internship
X			120	Phlebotomy Practicum
X			120	Phlebotomy Specimen Collection & Processing
			15	Professional Skills in the Pharmacy
			15	Radiation Protection for the Aide
			30	Retail Pharmacy Operations
X			15	Safety, Legal Issues & Quality Control
		X	60	Student Athletic Training Aide Mentorship
		X	30	Therapeutic Modalities for the Student Athletic Training Aide
		X	30	Therapeutic Rehabilitation for the Student Athletic Training Aide
675 6 months	421 3-4 months	585 5-6 months	TOTAL HOURS FULL TIME LENGTH	

# PRACTICAL NURSING

CAREER MAJOR	Licensed Practical Nurse (All Campuses)
COURSES	HRS
Anatomy and Physiology	120
Concepts of Nursing	40
Core Medical Terminology	45
Fundamentals of Nursing	160
Long Term Care Assistant	91
Clinical I - Basic Nursing	80
Medical Surgical Nursing I	75
Pharmacology and Intravenous Therapy Skills	50
Clinical II - Medical Surgical Nursing (Part 1)	192
Medical Surgical Nursing II	75
Clinical III - Medical Surgical Nursing (Part 2)	192
Maternal Newborn Nursing	40
Pediatric Nursing	40
Clinical IV - Maternal / Newborn, Pediatric, and Mental Health	88
Mental Health Nursing	40
Transition to Practice	15
Clinical V - Role Transition	120
TOTAL HOURS: 1463	

## Notice to Practical Nursing Applicants

The following information reflects the role/responsibility of the Oklahoma Board of Nursing (Board) for nursing education programs (Regulatory Authority 59 O.S. §567.12):

The Northeast Tech Practical Nursing Program is approved by the Oklahoma Board of Nursing. Graduates of this state-approved program are eligible to apply to write the National Council Licensure Examination (NCLEX) for practical nurses. Applicants for Oklahoma licensure must meet all state and federal requirements to hold an Oklahoma license to practice nursing. In addition to completing a state-approved nursing education program that meets educational requirements and successfully passing the licensure examination, requirements include submission of an application for licensure, a criminal history records search, and evidence of citizenship or qualified alien status. Applicants for practical nurse licensure must also hold a high school diploma or a graduate equivalency degree (G.E.D.) [59 O.S. §567.5 & 567.6]. To be granted a license, an applicant must have the legal right to be in the United States (United States Code Chapter 8, Section 1621). In addition, Oklahoma law only allows a license to be issued to U.S. citizens, U.S. nationals, and legal permanent resident aliens. Other qualified aliens may be issued a temporary license that is valid until the expiration of their visa status, or if there is no expiration date, for one year. Applicants who are qualified aliens must present to the Board office, in person, valid documentary evidence of:

1. a valid, unexpired immigrant or non-immigrant visa status for admission into the United States;
2. a pending or approved application for asylum in the United States;
3. admission into the United States in refugee status;
4. a pending or approved application for temporary protected status in the United States;
5. approved deferred action status; or
6. a pending application for adjustment of status to legal permanent resident status or conditional resident status.

The Board has the right to deny a license to an individual with a history of criminal background, disciplinary action on another health-related license or certification, or judicial declaration of mental incompetence [59 O.S. §567.8]. These cases are considered on an individual basis at the time application for licensure is made, with the exception of felony convictions. An individual with a felony conviction cannot apply for licensure for at least five years after completion of all sentencing terms, including probation and suspended sentences, unless a presidential or gubernatorial pardon is received [59 O.S. §567.5 & 567.6].

# WHAT'S YOUR PLAN AFTER GRADUATION?

If you're not quite certain how to answer that question,  
plan to attend a 2021 College and Career Fair at



Visit with colleges, military recruiters, industry partners & Workforce Oklahoma. Find out how to apply for college, receive financial aid, earn scholarships & transfer college credits toward a degree. While you're here, take a tour of Northeast Tech's campus and visit programs where high school students can attend **TUITION FREE!**

## ***College & Career Fair Dates:***

**Thursday, January 21** - Claremore Campus

**Friday, January 22** - Pryor Campus

**Wednesday, January 27** - Afton Campus

**Thursday, January 28** - Kansas Campus

All fairs will take place from 9:30 a.m. - 2:30 p.m.



NORTHEAST TECH | [WWW.NETECH.EDU](http://WWW.NETECH.EDU) | 918-825-7040

# VISUAL COMMUNICATIONS

CAREER MAJORS		Motion Graphics Artist	Graphic Design Specialist	Desktop Publisher / Graphic Designer	Interactive Media Specialist
COURSES	HRS				
2D Animation Techniques	120	X			
3D Animation	120	X			
Administrative Technologies II <i>OK Promise Approved Courses</i>	120				
Advanced Design Techniques <i>OK Promise Approved Courses</i>	120		X		X
Advanced Effects for Motion Graphics	90	X			
Business and Computer Technology	120				X
Career Major Capstone: Advanced Capstone utilized for 2nd Career Major <i>OK Promise Approved Courses</i>	120	X	X	X	X
Customer Assistance	120		X		X
Design Tools & Electronic Marketing Strategies <i>OK Promise Approved Courses</i>	120	X			
Desktop Publishing & Graphic Design <i>OK Promise Approved Courses</i>	120		X	X	
Digital Editing & Production Photography	120		X	X	
Digital Media Production	120				X
Fundamentals of 3D Motion Graphics	120	X			
Foundations of Medical Office / Medical Term	180				
Fundamentals of Administrative Technologies <i>OK Promise Approved Courses</i>	120				
Fundamentals of Technology <i>OK Promise Approved Courses</i>	120	X	X	X	
Layout Design Techniques	120		X		
Medical Insurance	180				
Multimedia & Image Management Techniques <i>OK Promise Approved Courses</i>	120	X	X	X	X
Office Administration & Management <i>OK Promise Approved Courses</i>	120				
Patient Billing	180				
Principles of Animation	120	X			
TOTAL HOURS		1050	960	600	720
FULL TIME LENGTH		9 months	8 months	4-5 months	7 months

# VISUAL COMMUNICATIONS (CONTINUED)

Office Information Specialist	Animator	Administrative Assistant	Medical Office Assistant	CAREER MAJORS	
				HRS	COURSES
				120	2D Animation Techniques
				120	3D Animation
X		X	X	120	Administrative Technologies II <i>OK Promise Approved Courses</i>
				120	Advanced Design Techniques <i>OK Promise Approved Courses</i>
				90	Advanced Effects for Motion Graphics
				120	Business and Computer Technology
X	X	X	X	120	Career Major Capstone: Advanced Capstone utilized for 2nd Career Major <i>OK Promise Approved Courses</i>
				120	Customer Assistance
				120	Design Tools & Electronic Marketing Strategies <i>OK Promise Approved Courses</i>
X				120	Desktop Publishing & Graphic Design <i>OK Promise Approved Courses</i>
				120	Digital Editing & Production Photography
				120	Digital Media Production
				120	Fundamentals of 3D Motion Graphics
			X	180	Foundations of Medical Office / Medical Term
X		X	X	120	Fundamentals of Administrative Technologies <i>OK Promise Approved Courses</i>
X	X	X	X	120	Fundamentals of Technology <i>OK Promise Approved Courses</i>
X	X			120	Layout Design Techniques
			X	180	Medical Insurance
X	X			120	Multimedia & Image Management Techniques <i>OK Promise Approved Courses</i>
X		X		120	Office Administration & Management <i>OK Promise Approved Courses</i>
			X	180	Patient Billing
	X			120	Principles of Animation
960 8 months	600 5 months	600 5 months	1020 8-9 months	TOTAL HOURS FULL TIME LENGTH	



# WELDING & METAL FABRICATION

CAREER MAJORS		Industrial Metal Fabricator	Multi Process Pipe and Structural Welder	Multi Process Structural Welder
COURSES	HRS			
FCAW Pipe & Plate	131	X		
FCAW Pipe, SMAW Stainless Steel Groove and Pipe Welds	131		X	
GMAW Aluminum Plate & GTAW Stainless Steel Pipe	132		X	
GMAW Pipe, GTAW Pipe and FCAW Plate	131		X	
GTAW Plate	131	X		
Introduction to Welding & Cutting Processes	131	X	X	X
Metallurgy and Production Metal Work	131	X		
SMAW Beads & Fillet Welds	131	X	X	X
SMAW Open Root Pipe and GTAW Plate	131		X	
SMAW Plate, GMAW Plate & Air Carbon Cutting Processes	132	X	X	X
Welding Blueprints & SMAW Plate	131	X	X	X
Workforce Connection	132	X		
TOTAL HOURS		1050	1050	525
FULL TIME LENGTH		9 months	9 months	5 months



# ***NORTHEAST TECH***

## **PRYOR OFFERINGS**

**Automotive Collision Repair Technology**

**Automotive Service Technology**

**Cosmetology**

**Culinary Arts**

**Diesel & Heavy Equipment Repair**

**Electrical Lineman Training**

**Electrical Technology**

**Foundations of Construction**

**Health Careers**

**Practical Nursing (Adults Only)**

**Teacher Prep**

**Visual Communications**

**Welding & Metal Fabrication**

"Full-Time Length" listed for each program does not apply to high school students attending half-day sessions. For further clarification regarding this course catalog, please contact your high school counselor or a Student Advisor at the Northeast Tech Campus near you.

# AUTOMOTIVE COLLISION REPAIR TECHNOLOGY

CAREER MAJORS		Combination Collision Repair Technician	Structural Repair Technician	Combination Collision Repair Technician Assistant	Body Mechanical / Electrical Technician
COURSES	HRS				
Auto Collision Air Conditioning & Cooling	45				X
Auto Collision Aluminum Welding	30		X		
Auto Collision Cutting & Heating Processes	15		X		
Auto Collision Damage Analysis	75	X	X	X	
Auto Collision Electrical/Electronics	60				X
Auto Collision Mechanical Systems	75				X
Auto Collision MIG (GMAW) Welding	105	X	X	X	
Auto Collision Non-Structural Metal Straightening/Repair	90	X	X	X	
Auto Collision Plastic Component Repair and Replacement	60	X		X	
Auto Collision Restraint Systems	30				X
Auto Collision Squeeze-Type Resistance Spot Welding (STRSW)	15		X		
Auto Collision Steering & Suspension	45		X		X
Auto Collision Structural Component Replacement & Sectioning	90		X		
Auto Collision Structural Repair	105	X	X		
Auto Collision Trim and Hardware	30	X	X		
Auto Collision Written Estimating	30	X		X	
Automotive Body Panel Adjustment and Alignment	45	X	X		
Automotive Detailing	60	X		X	
Automotive Glass Replacement	60	X	X		
Introduction to Collision Repair Technology	45	X	X	X	X
Refinish Application	120	X			
Refinish Blending and Painting Defects	45	X			
Refinish Color Adjustment	75	X			
Refinish Preparation	105	X		X	
Workforce Staging	30	X	X	X	X
TOTAL HOURS		1080	780	600	330
FULL TIME LENGTH		9 months	7 months	5-6 months	3 months

CAREER MAJORS		Automotive Service Technician	Automotive Maintenance & Light Repair
COURSES	HRS		
Automotive Automatic Transmission Introduction I	15	X	X
Automotive Brakes Introduction I	30	X	X
Automotive Brakes Fundamentals II	60	X	X
Automotive Brakes Advanced III	30	X	
Automotive Electrical / Electronics Introduction I	45	X	X
Automotive Electrical / Electronics Fundamentals II	90	X	X
Automotive Electrical / Electronics Advanced III	105	X	
Automotive Engine Performance Introduction	45	X	X
Automotive Engine Performance Fundamentals II	105	X	
Automotive Engine Performance Advanced III	105	X	
Automotive Engine Repair Introduction I	15	X	X
Automotive Heating & Air Conditioning Introduction I	15	X	X
Automotive Heating and Air Conditioning Fundamentals II	30	X	X
Automotive Manual Drive Train and Axle Introduction I	15	X	X
Automotive Steering and Suspension Introduction I	15	X	X
Automotive Steering and Suspension Fundamentals II	75	X	X
Automotive Steering and Suspension Advanced III	45	X	
Introduction to Automotive Service	45	X	X
Workforce Staging	30	X	X
TOTAL HOURS		915	525
FULL TIME LENGTH		8 months	5 months

## COSMETOLOGY (HIGH SCHOOL & ADULT)

CAREER MAJORS	Cosmetologist - High School	Cosmetologist - Adult
COURSES	HRS	
Basic Cosmetology: Related/High School Subjects	500	N/A
Basic Facials	30	30
Basic Manicure/Pedicure	60	90
Customer Service Shop Management	100	180
Hair Coloring	90	120
Hair Texture Chemical Restructuring	180	240
Haircutting	120	180
Hairstyling	180	390
Introduction to Cosmetology	150	150
Lash & Brow Tinting & Arching	30	30
Scalp Treatments	30	30
Shampoo/Conditioning/Rinses	30	60
<b>TOTAL HOURS</b>	<b>1500</b>	<b>1500</b>
<b>FULL TIME LENGTH</b>	<b>2 years</b>	<b>12-13 months</b>

## COSMETOLOGY (MASTER)

CAREER MAJORS	Practicing Master Instructor	Master Instructor
COURSES	HRS	
Course Outline and Development	165	330
Introduction to Teaching	60	120
Law, Beauty School Management and Record Keeping	45	90
Orientation and Review of Cosmetology Curriculum	30	60
Practice Teaching in the Classroom and Clinic	125	250
Teaching and Assisting in the Classroom and Clinic	75	150
<b>TOTAL HOURS</b>	<b>500</b>	<b>1000</b>
<b>FULL TIME LENGTH</b>	<b>5 months</b>	<b>8-9 months</b>

CAREER MAJORS		Food Service Management Assistant	Restaurant Cook
COURSES	HRS		
Basic Nutrition	30	X	
Breakfast Foods	30	X	
Culinary Arts Internship I	200	X	X
Culinary Basic Skills	150	X	X
Desserts	60	X	
Fruits and Vegetables	30	X	X
Grains, Legumes and Pasta	20	X	X
Hospitality Business Management	60	X	
International Cuisines	65	X	
Introduction to Garde Manger	50	X	
Meat and Poultry	50	X	
Menus	20	X	
Restaurant Communication	30	X	X
Restaurant Management	40	X	X
Stocks, Soups, and Sauces	90	X	X
Working in a Restaurant	40	X	X
Yeast Breads, Rolls, and Pastries	85	X	
TOTAL HOURS FULL TIME LENGTH		1050 9 months	600 5-6 months

# DIESEL & HEAVY EQUIPMENT REPAIR

CAREER MAJORS		Medium/Heavy Diesel Service Technician	Medium/Heavy Diesel Preventative Maintenance Technician
COURSES	HRS		
Diesel Electricity Advanced	45	X	
Diesel Electricity Fundamentals	135	X	
Diesel Electricity Introduction	60	X	
Diesel Engine Specialization	165	X	
Diesel Engine Systems	45	X	
Introduction and Orientation to Diesel Technology	30	X	
Medium/Heavy Diesel Truck Drive Train	105	X	
Medium/Heavy Diesel Truck Heating and Air Conditioning Introduction	45	X	
Medium/Heavy Diesel Truck Heating and Air Conditioning Advanced	45	X	
Medium/Heavy Diesel Truck Hydraulics	105		X
Medium/Heavy Truck Brakes	105	X	
Medium/Heavy Truck Steering & Suspension	105	X	
Preventive Maintenance Inspection	60	X	X
Preventive Maintenance Service	75	X	X
Workforce Connection	120		X
Workforce Induction	240		X
Workforce Staging	30	X	
TOTAL HOURS FULL TIME LENGTH		1050 8 months	600 6 months

# ELECTRICAL LINEMAN TRAINING

CAREER MAJOR	Electrical Lineman Training
COURSES	HRS
Power Line General Safety	40
Pole Climbing Skills	120
CDL Preparation	40
Basic Electricity	120
Pole Framing & Construction Standards	120
Electrical Lineman Internship I	120
Equipment Operation	120
Basic Transformer Theory & Installation	120
Principles of Distribution Systems	120
Principles of Transmissions Systems	120
Principles of (URD) Underground Distribution Systems	120
Electrical Lineman Internship II	240
Workforce Connection	60
TOTAL HOURS: 1460	
FULL TIME LENGTH: 1 Year	



# ELECTRICAL TECHNOLOGY

CAREER MAJOR		Residential / Commercial / Industrial Electrician	Residential & Commercial Electrical Technician	Entry Level Electrical Technician's Assistant
COURSES	HRS			
Commercial Wiring Methods	131	X	X	
Electrical Circuits	131	X	X	X
Electrical Drawings	131	X	X	X
Electrical Services & Conduits	132	X	X	X
Industrial Motors & Controls	131	X		
Industrial Programmable Logic Controllers & Robotics	132	X		
Motors & Controls	131		X	
Programmable Logic Controllers & Robotics	132		X	
Safety & Introduction to Commercial Electrical Methods	131	X	X	
Safety & Introduction to Residential Electrical Methods	131	X	X	X
TOTAL HOURS		1050	1050	525
FULL TIME LENGTH		9 months	9 months	5 months

CAREER MAJOR	Building Maintenance Technician
COURSES	HRS
General Construction Safety & First Aid	30
Construction Core	120
Introduction to Carpentry	30
Introduction to Drywall / Drywall Basics	45
Windows, Doors, Floors & Ceiling Trim	30
Intro to Windows & Exterior Doors	15
Cabinet Installation	30
Thermal & Moisture Protection	15
Hand & Power Tools	15
Introduction to Plumbing	30
Plumbing Tools	15
Fixtures & Faucets	15
Installing Fixtures, Valves, Faucets, Water Heaters	45
Servicing Plumbing Systems	60
Electrical Safety in Construction	15
Electrical Theory in Construction	120
Major Appliance Electrical Safety	15
Introduction to Masonry	45
Masonry Tools & Equipment	30
Residential Masonry	60
Custodial Safety Practices	30
Introduction to Cleaning Chemicals	15
Introduction to Restroom Maintenance	15
Floor Care Equipment	30
Professional Services	15
Quality Control	15
Custodial Services	75
Service Careers Life Skills	30
Workforce Staging	30
Working in the Green Environment	15
<b>TOTAL HOURS</b> <b>FULL TIME LENGTH</b>	<b>1050</b> <b>9 months</b>

# HEALTH CAREERS

CAREER MAJORS		Nursing Assistant (Pre-Nursing)	Long Term Care Aide (CNA)	Pharmacy Technician	Phlebotomist
COURSES	HRS				
Anatomy and Physiology	120	X	X	X	X
Applied Concepts in Fitness	165				
Capstone I	120	X	X	X	
Clerical Skills & Duties	15				X
Clinical Practice in Fitness / Health	75				
Concepts of Nursing	40	X			
Core Healthcare Provider CPR and First Aid	15	X	X	X	X
Core Medical Terminology	45	X	X	X	X
Essentials of Physical Therapy Professions	60				
Exercise Physiology	90				
Health Careers Core Curriculum (TC)	225	X	X	X	X
Home Health Care Nursing Assistant	16	X	X		
Introduction to the Fitness Professions	15				
Introduction to Fundamentals of Nursing	70	X			
Long Term Care Aide	91	X	X		
Medication Administration Technician	16				
Orientation to the Pharmacy Technician Career	15			X	
Pharmaceutical Terminology	15			X	
Pharmacological Calculations	60			X	
Pharmacology	45	X			
Pharmacology for PhT	75			X	
Pharmacy Laws and Ethics	15			X	
Pharmacy Technician Certification Preparation	30			X	
Pharmacy Technician Internship	60			X	
Phlebotomy Practicum	120				X
Phlebotomy Specimen Collection & Processing	120				X
Physical Therapy Aide Mentorship	60				
Professional Skills in the Pharmacy	15			X	
Retail Pharmacy Operations	30			X	
Safety, Legal Issues & Quality Control	15				X
Therapeutic Modalities for the Physical Therapy Aide	30				
Therapeutic Rehabilitation for the Physical Therapy Aide	30				
TOTAL HOURS		787	632	840	675
FULL TIME LENGTH		5-6 months	4-5 months	7-8 months	5-6 months

# HEALTH CAREERS (CONTINUED)

Medication Administration Technician (Foundations to Health Careers)	Fitness Specialist	Physical Therapy Aide	CAREER MAJORS	
			HRS	COURSES
X	X	X	120	Anatomy and Physiology
	X		165	Applied Concepts in Fitness
	X	X	120	Capstone I
			15	Clerical Skills & Duties
	X		75	Clinical Practice in Fitness / Health
			40	Concepts of Nursing
X	X	X	15	Core Healthcare Provider CPR and First Aid
X	X	X	45	Core Medical Terminology
		X	60	Essentials of Physical Therapy Professions
	X		90	Exercise Physiology
X	X	X	225	Health Careers Core Curriculum (TC)
			16	Home Health Care Nursing Assistant
	X		15	Introduction to the Fitness Professions
			70	Introduction to Fundamentals of Nursing
			91	Long Term Care Aide
X			16	Medication Administration Technician
			15	Orientation to the Pharmacy Technician Career
			15	Pharmaceutical Terminology
			60	Pharmacological Calculations
			45	Pharmacology
			75	Pharmacology for PhT
			15	Pharmacy Laws and Ethics
			30	Pharmacy Technician Certification Preparation
			60	Pharmacy Technician Internship
			120	Phlebotomy Practicum
			120	Phlebotomy Specimen Collection & Processing
		X	60	Physical Therapy Aide Mentorship
			15	Professional Skills in the Pharmacy
			30	Retail Pharmacy Operations
			15	Safety, Legal Issues & Quality Control
		X	30	Therapeutic Modalities for the Physical Therapy Aide
		X	30	Therapeutic Rehabilitation for the Physical Therapy Aide
421 3-4 months	870 7-8 months	705 5-6 months	TOTAL HOURS FULL TIME LENGTH	

# PRACTICAL NURSING (ADULTS ONLY)

CAREER MAJOR	Licensed Practical Nurse (All Campuses)
COURSES	HRS
Anatomy and Physiology	120
Concepts of Nursing	40
Core Medical Terminology	45
Fundamentals of Nursing	160
Long Term Care Assistant	91
Clinical I - Basic Nursing	80
Medical Surgical Nursing I	75
Pharmacology and Intravenous Therapy Skills	50
Clinical II - Medical Surgical Nursing (Part 1)	192
Medical Surgical Nursing II	75
Clinical III - Medical Surgical Nursing (Part 2)	192
Maternal Newborn Nursing	40
Pediatric Nursing	40
Clinical IV - Maternal / Newborn, Pediatric, and Mental Health	88
Mental Health Nursing	40
Transition to Practice	15
Clinical V - Role Transition	120
TOTAL HOURS: 1463	

## Notice to Practical Nursing Applicants

The following information reflects the role/responsibility of the Oklahoma Board of Nursing (Board) for nursing education programs (Regulatory Authority 59 O.S. §567.12):

The Northeast Tech Practical Nursing Program is approved by the Oklahoma Board of Nursing. Graduates of this state-approved program are eligible to apply to write the National Council Licensure Examination (NCLEX) for practical nurses. Applicants for Oklahoma licensure must meet all state and federal requirements to hold an Oklahoma license to practice nursing. In addition to completing a state-approved nursing education program that meets educational requirements and successfully passing the licensure examination, requirements include submission of an application for licensure, a criminal history records search, and evidence of citizenship or qualified alien status. Applicants for practical nurse licensure must also hold a high school diploma or a graduate equivalency degree (G.E.D.) [59 O.S. §567.5 & 567.6]. To be granted a license, an applicant must have the legal right to be in the United States (United States Code Chapter 8, Section 1621). In addition, Oklahoma law only allows a license to be issued to U.S. citizens, U.S. nationals, and legal permanent resident aliens. Other qualified aliens may be issued a temporary license that is valid until the expiration of their visa status, or if there is no expiration date, for one year. Applicants who are qualified aliens must present to the Board office, in person, valid documentary evidence of:

1. a valid, unexpired immigrant or non-immigrant visa status for admission into the United States;
2. a pending or approved application for asylum in the United States;
3. admission into the United States in refugee status;
4. a pending or approved application for temporary protected status in the United States;
5. approved deferred action status; or
6. a pending application for adjustment of status to legal permanent resident status or conditional resident status.

The Board has the right to deny a license to an individual with a history of criminal background, disciplinary action on another health-related license or certification, or judicial declaration of mental incompetence [59 O.S. §567.8]. These cases are considered on an individual basis at the time application for licensure is made, with the exception of felony convictions. An individual with a felony conviction cannot apply for licensure for at least five years after completion of all sentencing terms, including probation and suspended sentences, unless a presidential or gubernatorial pardon is received [59 O.S. §567.5 & 567.6].

CAREER MAJOR	Teacher Prep
COURSES	HRS
Introduction to Education	120
Classroom Management	120
Academic Commitment to Education (ACE)	120
Field Experience	75
Introduction to Computers and Applications	45
Professional Development for Teacher Prep	45
<b>TOTAL HOURS</b>	<b>525</b>
<b>FULL TIME LENGTH</b>	<b>1 year</b>

# VISUAL COMMUNICATIONS

CAREER MAJORS		Graphic Design Specialist	Desktop Publisher / Graphic Designer	Multimedia Specialist
COURSES	HRS			
Accounting I	120			
Administrative Technologies II <i>OK Promise Approved Courses</i>	120			
Advanced Design Techniques <i>OK Promise Approved Courses</i>	120	X		
Advanced Digital Video Tools & Techniques	120			X
Broadcast Production	120			X
Career Major Capstone: Advanced Capstone utilized for 2nd Career Major <i>OK Promise Approved Courses</i>	120	X	X	X
Computerized Accounting <i>OK Promise Approved Courses</i>	120			
Customer Assistance	120	X		
Desktop Publishing & Graphic Design <i>OK Promise Approved Courses</i>	120	X	X	
Digital Editing & Production Photography	120	X	X	X
Fundamentals of Administrative Technologies <i>OK Promise Approved Courses</i>	120			
Fundamentals of Technology <i>OK Promise Approved Courses</i>	120	X	X	X
Layout Design Techniques	120	X		
Marketing Fundamentals	120			
Medical Insurance	180			
Multimedia & Image Management Techniques <i>OK Promise Approved Courses</i>	120	X	X	X
Non-Linear Digital Editing	120			X
Non-Linear Digital Production	120			X
Office Administration & Management <i>OK Promise Approved Courses</i>	120			
<b>TOTAL HOURS</b>		<b>960</b>	<b>600</b>	<b>960</b>
<b>FULL TIME LENGTH</b>		<b>8 months</b>	<b>4-5 months</b>	<b>8 months</b>

# VISUAL COMMUNICATIONS (CONTINUED)

Office Information Specialist	Administrative Assistant	Executive Admin. Assistant	CAREER MAJORS	
			HRS	COURSES
		X	120	Accounting I
X	X	X	120	Administrative Technologies II <i>OK Promise Approved Courses</i>
			120	Advanced Design Techniques <i>OK Promise Approved Courses</i>
			120	Advanced Digital Video Tools & Techniques
			120	Broadcast Production
X	X	X	120	Career Major Capstone: Advanced Capstone utilized for 2nd Career Major <i>OK Promise Approved Courses</i>
		X	120	Computerized Accounting <i>OK Promise Approved Courses</i>
		X	120	Customer Assistance
X			120	Desktop Publishing & Graphic Design <i>OK Promise Approved Courses</i>
			120	Digital Editing & Production Photography
X	X	X	120	Fundamentals of Administrative Technologies <i>OK Promise Approved Courses</i>
X	X	X	120	Fundamentals of Technology <i>OK Promise Approved Courses</i>
X			120	Layout Design Techniques
			120	Marketing Fundamentals
			180	Medical Insurance
X			120	Multimedia & Image Management Techniques <i>OK Promise Approved Courses</i>
			120	Non-Linear Digital Editing
			120	Non-Linear Digital Production
X	X	X	120	Office Administration & Management <i>OK Promise Approved Courses</i>
<b>960</b> 8 months	<b>600</b> 4-5 months	<b>960</b> 8 months	<b>TOTAL HOURS</b> <b>FULL TIME LENGTH</b>	



# WELDING & METAL FABRICATION

CAREER MAJORS		Industrial Metal Fabricator	Multi Process Pipe and Structural Welder	Multi Process Structural Welder	Welding & Metal Fab Workforce Transition
COURSES	HRS				
FCAW Pipe & Plate	131	X			
FCAW Pipe, SMAW Stainless Steel Groove and Pipe Welds	131		X		
GMAW Aluminum Plate & GTAW Stainless Steel Pipe	132		X		
GMAW Aluminum Pipe and Plate	45				
GMAW Pipe	60				
GMAW Pipe, GTAW Pipe and FCAW Plate	131		X		
GTAW Plate	131	X			
Introduction to Bridge Crane and Bridge Crane Safety	15				
Introduction to Welding & Cutting Processes	131	X	X	X	
Metallurgy and Production Metal Work	131	X			
SMAW Beads & Fillet Welds	131	X	X	X	
SMAW Open Root Pipe and GTAW Plate	131		X		
SMAW Plate, GMAW Plate & Air Carbon Cutting Processes	132	X	X	X	
Welding Blueprints & SMAW Plate	131	X	X	X	
Workforce Connection	132	X (120 hours)			X
Workforce Induction	240				X
Workforce Staging	30				X
TOTAL HOURS FULL TIME LENGTH		1050 9 months	1050 9 months	525 5 months	402 4 months

# NORTHEAST TECH

## APPLICATION FOR ADMISSION

*\* An interview is required for admission \**

### HIGH SCHOOL CHECK LIST

☐ Application ☐ Attendance Record ☐ Transcript ☐ Test Scores  
 \*Seniors only: ☐ FAFSA ☐ 13th Year Tuition Wavier

### ADULT CHECK LIST

☐ Application ☐ Transcripts (GED/HS/College/Technical)  
☐ FAFSA ☐ 13th Year Tuition Wavier

### COMPLETED BY ALL APPLICANTS

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Preferred Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### EMERGENCY CONTACTS (PARENT, GUARDIAN, NEXT OF KIN)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

### CAMPUS SELECTION:

Please check the Northeast Tech campus that you would like to attend: ☐ Afton ☐ Claremore ☐ Kansas ☐ Pryor

### PROGRAM SELECTION:

Please write the Northeast Tech program that you are wanting to attend. May choose two, but not required.

1. \_\_\_\_\_ 2. \_\_\_\_\_

### SESSION SELECTION:

☐ AM (8:30-11:30) ☐ PM (12:30-3:30) ☐ All Day (Adult Only) ☐ No Preference

Please contact a Northeast Tech Student Advisor if you need accommodations or modifications in order to successfully complete technical program tasks.

### COMPLETED BY HIGH SCHOOL APPLICANTS ONLY

**\* PLEASE ATTACH CURRENT TRANSCRIPT & TEST SCORES (PRE ACT, ACT, etc.) \***

Name of High School: \_\_\_\_\_ or ☐ Home School Current Grade Level: \_\_\_\_\_

### COMPLETED BY ADULT APPLICANTS ONLY

**\* PLEASE ATTACH HIGH SCHOOL TRANSCRIPT OR GED & COLLEGE TRANSCRIPTS \***

Year completed HS/GED: \_\_\_\_\_ High School Attended: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Name of College attended: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Date attended: \_\_\_\_\_

Name of College attended: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Date attended: \_\_\_\_\_

Name of Tech Center attended: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Date attended: \_\_\_\_\_

### Please check which applies to you:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> 30 - Less than High School Diploma | <input type="checkbox"/> 31 - High School Graduate | <input type="checkbox"/> 32 - Some College, No Degree |
| <input type="checkbox"/> 33 - Technical Diploma/Certificate | <input type="checkbox"/> 34 - Associate Degree     | <input type="checkbox"/> 35 - Bachelor Degree         |
| <input type="checkbox"/> 36 - Master's Degree               | <input type="checkbox"/> 37 - Doctorate Degree     | <input type="checkbox"/> 38 - GED                     |

Are you registered under the Sex Offenders Act? ☐ YES ☐ NO

It is unlawful for any person registered as a sex offender to work with or provide services to children or to work on school premises.

If you are registered under this Act, please contact a Northeast Tech Student Advisor.

### OPTIONAL

Gender: ☐ Male ☐ Female Date of Birth: \_\_\_\_\_

Race: ☐ Hispanic ☐ American Indian ☐ Asian ☐ Black/African American ☐ Hawaiian/Pacific Islander ☐ White ☐ Other: \_\_\_\_\_

### COMPLETED BY HIGH SCHOOL COUNSELOR

**\* PLEASE ATTACH TRANSCRIPT & TEST SCORES (PRE-ACT/ACT/etc.) \***

Student Testing Number: \_\_\_\_\_ Fall Semester Absences: \_\_\_\_\_ Current GPA: \_\_\_\_\_

Comments: \_\_\_\_\_

There will be no discrimination in any NTC Campus facilities because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. Inquiries concerning application of this policy may be referred to: Northeast Technology Center; ATTN: Deputy Superintendent; P.O. Box 487; Pryor OK 74362-0487; (918) 825-7040; roger.crutchfield@netech.edu.



# APPLICATION FORM

**NORTHEAST TECH****13th Year Tuition Wavier Application**

(Please complete and return form to Northeast Tech Student Advisor. Student will be notified upon approval.)

**PLEASE COMPLETE THE INFORMATION BELOW**

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

High School Attended: \_\_\_\_\_ High School Graduation Date: \_\_\_\_\_

List High School honors, offices held, extracurricular activities, etc.: \_\_\_\_\_

\_\_\_\_\_

What are your vocational plans?: \_\_\_\_\_

\_\_\_\_\_

What programs are you planning to enroll at Northeast Tech: \_\_\_\_\_

\_\_\_\_\_

- Award will be granted on program space availability.
- Award which has not been officially accepted prior to the start of class is subject to forfeit.
- Award must be used during the fiscal year in which it has been granted.
- Student is responsible for paying \$75 supply fee each semester.
- Student is responsible for any additional costs (books, etc.) depending on program selection.

**\*\*SUBMIT THIS APPLICATION TO YOUR HIGH SCHOOL FOR THE FOLLOWING INFORMATION****NOTE TO THE PRINCIPAL OR COUNSELOR:**

*Please complete the following and mail this application with high school transcript to Northeast Tech's Student Advisor:*

**AFTON CAMPUS**  
P.O. Box 219  
Afton, OK 74331

**CLAREMORE CAMPUS**  
1901 N. HWY 88  
Claremore, OK 74017

**KANSAS CAMPUS**  
P.O. Box 30  
Kansas, OK 74347

**PRYOR CAMPUS**  
P.O. Box 825  
Pryor, OK 74362

# in graduating class: \_\_\_\_\_ Class rank: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_ Absence Sr. year: 1st sem \_\_\_\_\_ 2nd sem \_\_\_\_\_

Recommend: ☐ YES ☐ NO Comments: \_\_\_\_\_

\_\_\_\_\_

Signature of Principal or Counselor

\_\_\_\_\_

Date







## NORTHEAST TECH 2020 - 2021 School Calendar

### JULY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### OCTOBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### JANUARY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### FEBRUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

### MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### APRIL

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### MAY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### JUNE

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

COMMENCE FY 21 **JULY 1**

INDEPENDENCE DAY (OBSERVANCE) **JULY 3-4**

FIRST DAY OF SCHOOL **AUG. 12**

LABOR DAY\* **SEPT. 7**

END OF 1<sup>ST</sup> QUARTER  
(46 DAYS) **OCT. 14**

FALL BREAK\* **OCT. 15-16**

THANKSGIVING BREAK\* **NOV. 23-27**

END OF 2<sup>ND</sup> QUARTER/1<sup>ST</sup> SEMESTER  
(40 DAYS) **DEC. 18**

HOLIDAY BREAK\* **DEC. 21-JAN. 1**

CLASSES RESUME **JAN. 4**

SNOW DAY **JAN. 18**

SNOW DAY **FEB. 15**

PROFESSIONAL DAYS/INTERVIEWS  
(NO CLASSES, EMPLOYEES REPORT)  
**FEB. 18-19**

END OF 3<sup>RD</sup> QUARTER **MAR. 12**

SPRING BREAK\* **MAR. 15-19**

SNOW DAY **APR. 2**

END OF 4<sup>TH</sup> QUARTER/2<sup>ND</sup> SEMESTER  
(43 DAYS) **MAY 21**

LAST DAY OF CLASS\*\* **MAY 21**

DISTRICT PROFESSIONAL DAY\* **MAY 26**

MEMORIAL DAY\* **MAY 31**

\* ALL CAMPUSES CLOSED

\*\*THE LAST DAY OF CLASS IS CURRENTLY SCHEDULED FOR MAY 21, 2021. IF IT IS NECESSARY TO USE ANY INCLEMENT WEATHER DAYS BEYOND THE FOUR BUILT INTO THE CALENDAR, THOSE DAYS WILL BE MADE UP AT THE END OF THE SCHOOL CALENDAR.

**TOTAL DAYS TAUGHT: 175**



**CONNECT WITH**



**NORTHEAST TECH**

Visit the Northeast Tech website:

**[www.netech.edu](http://www.netech.edu)**

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and SchoolMessenger.

